



# **SCHOOL BOARD ACTION REPORT**

**DATE:** August 21, 2020  
**FROM:** Denise Juneau, Superintendent  
**LEAD STAFF:** Fred Podesta, Chief Operations Officer  
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**For Introduction:** August 26, 2020  
**For Action:** September 9, 2020

## **1. TITLE**

BTA IV/BEX V: Award Architectural & Engineering Contract P1761 to tk1sc for the Gatewood Elementary School Exterior Door Replacements & HVAC Upgrades project

## **2. PURPOSE**

The purpose of this action is to provide authorization for the Superintendent to enter into an Architectural & Engineering (A/E) contract in the amount of \$445,708.

## **3. RECOMMENDED MOTION**

I move that the School Board authorize the Superintendent to execute A/E contract P1761 with tk1sc in the amount of \$445,708 for architectural and engineering services for the Gatewood Elementary School Exterior Door Replacements & HVAC Upgrades project, with any minor additions, deletions, and modifications deemed necessary by the Superintendent, and to take any necessary actions to implement the contract.

## **4. BACKGROUND INFORMATION**

### **a. Background**

The Gatewood Elementary School Exterior Door Replacements & HVAC Upgrades project, located at 4320 Southwest Myrtle Street, Seattle, WA 98136, is funded through the BTA IV levy passed by the voters in February 2016 and BEX V levy passed by the voters in February 2019. The levy timeline includes that this project will be completed for the 2021-2022 school year.

The project scope includes replacing all exterior doors, replacing heat pump units and associated piping.

The firm of tk1sc was selected through the Architecture and Engineering (A/E) selection procedures established in Superintendent Procedure [6220SP.C](#). Seven (7) firms submitted their qualifications and three (3) firms were shortlisted and interviewed, IBI Group, Rolluda Architects, and tk1sc were interviewed. tk1sc was judged to be the most qualified to provide these design services.

Prior improvements that have been made at Gatewood Elementary School since the year 2000 include: mechanical and playground improvements 2009; roof replacement 2013 and seismic improvements 2017.

**b. Alternatives**

Deny Motion. If motion is denied, the district will not be able to execute the contract to start the design of the Gatewood Elementary School Exterior Door Replacements & HVAC Upgrades project.

**c. Research**

- 2014 Building Condition and Educational Adequacy Assessment, prepared by MENG Analysis
- Seattle Public Schools Technical Building Standards dated December 2012
- 2015 Seattle Building Code
- Coordination meetings with district facilities and other stakeholders throughout the design process

**5. FISCAL IMPACT/REVENUE SOURCE**

The fiscal impact to this motion will be \$445,708. The revenue source for this motion is from the BTA IV and BEX V Capital Levies. The Maximum Allowable Construction Cost budget is \$3,603,204. The total project budget is \$5,719,371 of which the A/E contract is one part.

Expenditure:  One-time  Annual  Multi-Year  N/A

Revenue:  One-time  Annual  Multi-Year  N/A

**6. COMMUNITY ENGAGEMENT**

With guidance from the District's Community Engagement tool, this action was determined to merit the following tier of community engagement:

Not applicable

Tier 1: Inform

Tier 2: Consult/Involve

Tier 3: Collaborate

The selection of projects in the BTA IV program went through an extensive community vetting process and ultimately received 72% approval from voters in February 2016. The selection of projects in the BEX V program went through an extensive community vetting process and ultimately received 73% approval from voters in February 2019.

**7. EQUITY ANALYSIS**

The selection of projects for the BTA IV capital levy was completed in 2015. Projects selected for the BTA IV capital levy were intended to address student capacity needs and inadequate building systems in school facilities across the city. As such, this portion of the motion was not put through the equity analysis as would be done as part of the district’s current capital planning efforts.

The district’s Racial Equity Analysis toolkit was utilized to guide the planning process for the BEX V Capital Levy, influencing community engagement methods, preparation of the 2018 update to the Facilities Master Plan, and ultimately the final proposed levy package. The Board’s guiding principles stated that racial and educational equity should be an overarching principle for the BEX V Capital Levy planning in accordance with Board Policy 0030, Ensuring Educational and Racial Equity. Projects identified for inclusion in the BEX V levy will ultimately improve conditions for all students in the affected schools. Improved building conditions create a better environment for learning and can provide facilities to better position students for academic success.

**8. STUDENT BENEFIT**

It is the goal of the district to continue the process of implementing the BTA and BEX Capital Levy programs and provide students with safe and secure school buildings.

**9. WHY BOARD ACTION IS NECESSARY**

- Amount of contract initial value or contract amendment exceeds \$250,000 (Policy No. 6220)
- Amount of grant exceeds \$250,000 in a single fiscal year (Policy No. 6114)
- Adopting, amending, or repealing a Board policy
- Formally accepting the completion of a public works project and closing out the contract
- Legal requirement for the School Board to take action on this matter
- Board Policy No. \_\_\_\_\_, [TITLE], provides the Board shall approve this item
- Other: \_\_\_\_\_

**10. POLICY IMPLICATION**

Per Board Policy No. 6220, Procurement, any contract over \$250,000 must be brought before the Board for approval.

**11. BOARD COMMITTEE RECOMMENDATION**

This motion was discussed at the Operations Committee meeting on August 13, 2020. The Committee moved the item forward to the full Board with a recommendation for approval.

**12. TIMELINE FOR IMPLEMENTATION**

Design will begin upon execution of this contract. Construction will take place during the summer of 2021.

**13. ATTACHMENTS**

- Contract P1761(for reference as part of motion) (available upon request from the Capital Projects & Planning department)
- Architect Fee Schedule (for reference) (available upon request from the Capital Projects & Planning department)
- AE Scoring Sheet (for reference) (available upon request from the Capital Projects & Planning department)